NEWPORT-MESA UNIFIED SCHOOL DISTRICT

Office of the Personnel Commission

Regular Meeting of the Personnel Commission
Board Room
2985 Bear Street, Building A, Costa Mesa, CA 92626

July 28, 2022 – 4:00 p.m.

MINUTES - CORRECTED

1. OPENING CEREMONIES:

Tristan Aley, Chairperson, called the meeting to order with a silent invocation followed by the Pledge of Allegiance.

2. ROLL CALL:

Commission roll call was taken and the following were present:

Tristan L. Aley, Chairperson
Susan G. Meyer, Vice-Chair
Kenneth Wayman, Commissioner
Kristen M. Clark, Secretary to the Personnel Commission

Staff present:

V-Esther Caldwell, Administrative Assistant–Confidential
Brandon Provencal, Associate Human Resources Analyst
Theresa Nguyen-Lorenzo, Associate Human Resources Analyst

Visitors present:

Eleanor Rebard, CSEA Chapter 18
Valeria Martinez-Soria, Human Resources Technician

3. ADOPTION OF AGENDA:

It was recommended that the Commission adopt the agenda for July 28, 2022, with correction.

Motion made by: Kenneth Wayman
Seconded by: Susan Meyer

Votes:

Tristan L. Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

4. APPROVAL OF MINUTES:

It was recommended that the Commission adopt the minutes of the regular meeting of June 16, 2022, with correction.

Motion made by: Susan Meyer
Seconded by: Kenneth Wayman

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

5. PUBLIC PRESENTATIONS TO THE PERSONNEL COMMISSION:

No public comment cards were submitted or presentations made.

6. RATIFICATION OF VACANCY ANNOUNCEMENTS:

It was recommended that the following vacancy announcement(s) be ratified:

a.	Library Media Technician I	79-22
b.	Accountant	80-22
c.	Office Assistant II	81-22
d.	Executive Assistant-Confidential	82-22
e.	Nutrition Services Assistant III	83-22
f.	Administrative Assistant-Confidential	84-22
g.	Student Supervision Assistant	1-23
h.	Instructional Assistant-Special Education	2-23
i.	Instructional Assistant-Behavior Intervention	3-23
j.	Instructional Assistant	4-23
k.	Instructional Assistant-Extended Day Program	5-23
l.	Instructional Assistant-Bilingual	6-23
m.	Instructional Assistant-Early Learning	7-23
n.	Instructional Assistant-Early Learning Cover	8-23
o.	Preschool Site Facilitator	9-23
p.	Nutrition Services Assistant I	10-23
q.	Bus Driver Trainee	11-23
r.	Autism Specialist	12-23
s.	Manager, Nutrition Services Operations/Distribution	13-23

Motion made by: Kenneth Wayman
Seconded by: Susan Meyer

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

7. CERTIFICATION OF NEW ELIGIBILITY LISTS:

It was recommended that the following eligibility list(s), as submitted, be certified

a.	School Bus Cover Driver	141-22
b.	Instructional Assistant-Special Education	142-22
c.	Instructional Assistant-Behavior Intervention	143-22
d.	Instructional Assistant-Bilingual	144-22
e.	Instructional Assistant	145-22
f.	Instructional Assistant-Extended Day Program	146-22
g.	Secondary Office Support Specialist	147-22
h.	Accounting Assistant III	148-22
i.	Job Transition Coach	149-22
j.	Instructional Assistant-Special Education	1-23
k.	Student Supervision Assistant	2-23
l.	Instructional Assistant-Early Learning	3-23
m.	Instructional Assistant-Extended Day Program	4-23
n.	Office Assistant III	5-23
o.	School Administrative Assistant-Elementary	6-23
p.	Occupational Therapist	7-23

Motion made by: Susan Meyer
Seconded by: Kenneth Wayman

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

8. PERSONNEL DIRECTOR:

Ms. Clark highlighted the following items:

- As of today, the Commission staff have filled 68 classified positions, which includes 10 promotions, 11 employees going from part-time to full time and 9 individuals moving from substitute to permanent positions. Presently, we have filled 82 positions.
- The District and CSEA Chapter 18 have reached a 2-year tentative agreement. Some highlights include:
    - Wages
        - 2022-23 – 6%
        - 2023-24 – 4%
    - Health and Welfare Benefits
        - 2022-23 – Slight increase to employee contributions
        - 2022-24 – District will cover any increase to premium
    - MOU – Standby Assignment
        - A pilot program to address essential operation situations that require immediate response, by creating a voluntary group to answer and respond to emergency calls
    - Clarification for Transportation that provides for bus driver statutory benefits to be recalculated at the semester if new routes are bid

- Clarification on what type of leave less than 12-month classified employees can utilize to remain in paid status during recess periods (when students are not present but the employee's work calendar counts it as a workday.

Susan Meyer informed the Personnel Commissions attendees that at a meeting of the Personnel Commission Association, where she is an active Board Member, a position was taken to back recent proposed legislation supporting "banding". After carefully explaining what banding entailed, she stated that she was the only person to vote no to supporting this legislation. She also noted that California School Employee Association (CSEA) State Association has also taken an opposing position to this legislation. She will continue in her efforts in opposition to the legislation.

9. NEXT MEETING DATE: Thursday, August 18, 2022 at 4:00 p.m., location to be determined.

10. ADJOURNMENT: 4:20 p.m.